


Atlanta Police Department Major Crimes		Section Command Memorandum
Effective Date January 23, 2012		APD.CM.12.02 Homicide Vehicle Cage
Applicable To: All sworn employees		
Approval Authority: Major K. Meadows		
Signature: Signed by KM <i>Major Keith Meadows</i> Date Signed: January 20, 2012		

**1. PURPOSE**

It is the purpose of this directive to ensure all vehicles are securely stored while in the Homicide cage.

**2. POLICY**

It is the policy of the Atlanta Police Department to store all vehicles impounded for further investigation in a secure manner.

**3. RESPONSIBILITIES**

- 3.1 The Homicide Unit Commander shall be responsible for the monitoring and overall control of the Homicide Vehicle cage.
- 3.2 Homicide Unit Watch Supervisors shall be responsible for overseeing and monitoring the procedures of the Homicide Vehicle Cage.
- 3.3 All Homicide Investigators shall be responsible for properly securing any vehicle he/she places inside of the Homicide cage.

**4. ACTION**

- 4.1 A vehicle shall be placed in the Homicide Vehicle Cage when a Homicide Supervisor or Homicide Investigator has determined that a vehicle is believed to be involved in a homicide investigation, and the vehicle needs to be impounded and secured for further examination.
- 4.2 The Homicide Vehicle Cage is secured with a combination lock. A combination code shall be utilized to access the vehicle cage. All Homicide Supervisors and Homicide Investigators shall familiarize themselves with the combination code. After securing the vehicle inside the Homicide Vehicle Cage, the combination lock shall be properly re-secured.



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- 4.3 When a Homicide Supervisor or Homicide Investigator **places** a vehicle into the Homicide vehicle Cage, he/she shall fill out Form APD 383 (Homicide Vehicle Cage Log).

**This log shall include the following;**

1. Tag number or last six (6) digits of vehicle Identification number of the vehicle.
2. Make, model and color of the vehicle.
3. Date vehicle was placed into vehicle cage.
4. Name of Homicide Investigator requesting vehicle placed in the vehicle cage.
5. Case incident number.
6. Supervisor's name.

When a vehicle is removed from the Homicide vehicle cage, **the date the vehicle is removed from the cage will be noted on the Homicide Vehicle Cage Log**. The Homicide Vehicle Cage Log will be stored on the wall in the Homicide section office.

- 4.4 Homicide Unit Watch Supervisors shall be responsible for monitoring the Homicide Vehicle Cage, insuring the vehicle log has been properly filled out, and vehicles are removed from the cage in a timely manner.

5. **DEFINITIONS**

- 5.1 **Homicide Vehicle Cage**: A secured, fenced in area that can be used to temporarily store vehicles believed to be involved in homicide investigations.

- 5.2 **Homicide Vehicle Cage Log**: A written record containing details associated with the vehicle placed inside the Homicide Vehicle Cage.

6. **CANCELLATIONS**

N/A

7. **REFERENCES**

APD.SOP.5040 "Homicide Unit"

FORM APD 384 "Vehicle Cage Log"